

***Office of Subsistence Management
Fisheries Resource Monitoring Program
Notice of Availability of Federal Assistance
2006 Request for Proposals***

Overview Information

The Department of the Interior, U.S. Fish and Wildlife Service, Office of Subsistence Management, administers the Fisheries Resource Monitoring Program (Catalog of Federal and Domestic Assistance Number 15.636 Alaska Subsistence Management). The Fisheries Resource Monitoring Program is seeking technically sound projects that gather information to manage and conserve subsistence fishery resources in Alaska. The program also develops fisheries management expertise within Alaska Native and rural organizations and promotes collaboration among Federal, State, Alaska Native and local organizations. The Fisheries Resource Monitoring Program encompasses awards made through both federal assistance and procurement instruments (contracts). This Request for Proposals is the single designated annual competition through which multiple awards will be made. A twin posting of this announcement of Request for Proposals # 701815R010 will be posted on <http://www.fedbizopps.gov> and <http://www.grants.gov>.

As in past years, studies that gather, analyze, and report information needed for effective subsistence fisheries management on federal public lands in Alaska (National Wildlife Refuges, National Forests, National Parks and Preserves, National Conservation Areas, National Wild and Scenic River Systems, National Petroleum Reserves, and National Recreation Areas) will be considered.

Proposals are to be submitted to the Office of Subsistence Management by **January 28, 2005**.

I. Funding Opportunity Description

The Federal Subsistence Board (Board) has established guidelines for proposals to successfully compete for funding. Activities that are outside the scope of the Monitoring Program and will not be considered include: habitat protection, restoration, and enhancement; hatchery propagation, restoration, enhancement and supplementation; and contaminant assessment, evaluation, and monitoring. These activities on federal public lands are most appropriately addressed by land management agencies.

The Office of Subsistence Management invites the submission of proposals for fisheries investigation studies to be initiated under the 2006 Fisheries Resource Monitoring Program. Annually, the Monitoring Program provides \$6,250,000 in funding to support research and monitoring of Federal subsistence fisheries in Alaska. The funding commitments to multiple year projects influence the amount of funding available each year. In 2006, approximately \$1.3 million will be available to fund new monitoring and research projects needed to sustain Federal subsistence fisheries for rural Alaskans on Federal lands; remaining funding is obligated to existing projects. Because this is the lowest amount of funding available for new projects since inception of the program in 2000, the request is very specific.

Although all proposals addressing Federal subsistence fisheries will be considered, the Office of Subsistence Management is targeting the 2006 Request for Proposals towards the following priority information needs:

- Customary trade of fish in Southeast and Southcentral regions (for the purposes of the Federal Subsistence Management Program, customary trade means the sale – not trade or barter-- of fish).
- Research to improve and verify estimates of inriver return for Copper River sockeye salmon.
- Collection of baseline information, including harvest assessment and TEK, for important non-salmon fish species (Kuskokwim and Northern regions).
- Studies of freshwater species important to subsistence uses in the Kuskokwim Region.
- Sockeye salmon smolt assessment for Lake Clark (Kvichak River drainage)
- Inseason mainstem stock assessment and mixed-stock analysis of Lower Yukon River salmon.
- Changing patterns in subsistence salmon harvests (Yukon River region, Kodiak-Aleutians and Bristol Bay).

Geographic Regions: Proposals should address one of six geographic regions. If the issue of concern covers more than one region, the proposal should be classified as inter-regional.



Data Types: Two categories of information will be considered: 1) harvest monitoring and traditional ecological knowledge (TEK), and 2) stock status and trends. Harvest monitoring studies can provide information on numbers and species of fish harvested, locations of harvests and gear types used. Methods used to gather information on subsistence harvest patterns include: harvest calendars, mail-in questionnaires, household interviews, subsistence permit reports and telephone interviews. Traditional ecological knowledge studies collect and analyze information from knowledgeable people on a variety of topics, including: fish ecology, identification of species utilized, local names, life history, taxonomy, seasonal

movements, harvest, spawning and rearing areas, population trends, environmental observations, and traditional management systems. Methods used to document traditional ecological knowledge can include: ethnographic fieldwork, key informant interviews with local experts, place name mapping, and open ended surveys. Stock status and trends studies can provide information on abundance and run timing; age, size and sex composition; migration, mixing and geographic distribution; survival of juveniles or adults; stock production; genetic stock identification and mixed stock analyses. Methods used to gather information on stock status and trends include: aerial and ground surveys, test fishing, towers, weirs, sonar, fish genetics, mark-recapture and stock structure projects.

II. Award Information

The U.S. Fish and Wildlife Service will award multiple cooperative agreements and contracts for selected fisheries investigation projects. Continuation of funding for year two and three is contingent upon attainment of the study objectives. Total award funding is estimated at \$1.3 million for new projects in 2006.

III. Eligibility

Individuals and organizations that have demonstrated technical and administrative expertise to ensure successful completion of studies may submit proposals. Those submitting proposals may be independent investigators or affiliated with Alaska Native organizations, Federal and State agencies, colleges and universities, regional fishery organizations or consulting firms.

Applicants and organizations who are included on the Federal Government's Excluded Parties Listing Systems (EPLS) should not submit proposals. Inclusion on the EPLS listing system indicates debarment from doing business under Federal procurement and/or non-procurement (cooperative agreement) programs. See <http://www.epls.gov> for the most current listing of debarred organizations.

There is no required cost sharing, matching, or cost participation. However, applicants are encouraged to demonstrate matching contributions. Proposals with substantial cost sharing will be ranked higher than similar proposals with no cost share component identified.

IV. Application and Submission

Address to Request Application Materials

Applicants may request an application package from Kathy Orzechowski, Fisheries Information Services Division, Office of Subsistence Management, U.S. Fish and Wildlife Service, 3601 C Street, Suite 1030, Anchorage, Alaska 99503, phone: 907-786-3645, fax: 907-786-3612, email: fisheries_resource_monitoring@fws.gov. In addition, the application package may also be accessed on the web at <http://alaska.fws.gov/asm/fishproposal.cfm>, under "2006 Request for Proposals, Fisheries Resource Monitoring Program."

Content and Form of Application

Application package: The application package contains four documents to assist in preparation of proposals.

1. **Guidelines for Preparing Proposals** describes the schedule for the 2006 Monitoring Plan, and the proposal format requirements.
2. **Guidelines for Establishing Project Objectives for Biological Fisheries Investigations** details developing scientifically and statistical sound investigation plans for biological fisheries investigations. Investigators should be aware that the objectives provide the basis for development of funding documents and for evaluation of project performance, so careful attention to the specifics of the guidelines is recommended.
3. **Guidelines for Establishing Project Objectives for Social Science Investigations** details developing scientifically and statistical sound investigation plans for social science investigations. Investigators should be aware that the objectives provide the basis for development of funding documents and for evaluation of project performance, so careful attention to the specifics of the guidelines is recommended.
4. **Principles for the Conduct of Research in the Arctic** - To promote mutual respect and communication between scientists and residents of rural communities, investigators should adhere to "Principles for the Conduct of Research in the Arctic".

Registration in the Central Contractor Registry: All applicants for this program are required to **enroll or take the required steps to annually maintain their active status registration** in the Central Contractor Registry (CCR) on-line at <http://www.ccr.gov>. The U.S. Fish and Wildlife Service does not maintain the CCR website and questions which arise in completing your on-line registration should be directed to the CCR Assistance Center at (888) 227-2423, or (269) 961-4725 internationally.

In your study proposal application package to the U.S. Fish and Wildlife Service, please provide us with your organization's Data Universal Numbering System (DUNS Number) and a screen print showing either pending or active registrant status in CCR for your specific DUNS number. **Non-registration by applicants or sub-applicants will result in rejection of your application package.** You may provide a "screen print" of your registration in CCR as a part of your application package.

Submission Dates and Times

January 28, 2005	Deadline for Proposals
March 31, 2005	Request for Investigation Plans
May 20, 2005	Deadline for Investigation Plans

Intergovernmental Review

This funding opportunity is not subject to Executive Order (EO) 12372.

Funding Restrictions

Awards will not allow reimbursement of pre-award expenses.

Other Submission Requirements

Electronic submission in Microsoft Word is required and must be received by January 28, 2005. Electronic submissions should be emailed to fisheries_resource_monitoring@fws.gov.

V. Application Review

Criteria

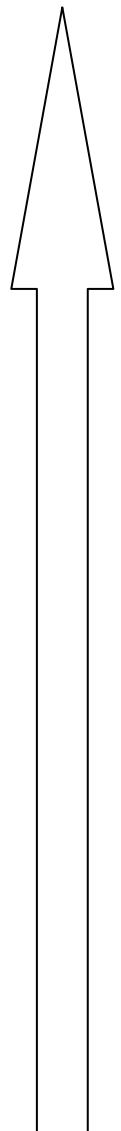
Each proposal is evaluated using the following four criteria:

1. Strategic Priorities- Studies must be responsive to identified issues and information needs. All projects must fully meet the first criteria, Federal nexus, to be eligible for funding under the Monitoring Program.
 - Federal nexus – Study must have a direct association to a subsistence fishery. Either the subsistence fishery or stocks in question must occur in waters within or adjacent to Federal public lands (National Wildlife Refuges, National Forests, National Parks and Preserves, National Conservation Areas, National Wild and Scenic River Systems, National Petroleum Reserves, and National Recreation Areas).
 - Conservation Mandate – Risk to the conservation of species and populations that support subsistence fisheries and risk to public lands purposes.
 - Allocation Priority – Risk of failure to provide a priority to subsistence uses and risk that subsistence harvest needs will not be met.
 - Data Gaps – Amount of information available to support subsistence management. A higher priority is given where a lack of information exists.
 - Role of Resource – Importance of a species or a population to a subsistence harvest (e.g. number of subsistence users affected, quantity of subsistence harvest), and qualitative significance (e.g. cultural value, unique seasonal role).
 - Local Concern – Level of user concern over subsistence harvests (e.g. allocation, competing uses, changes in fish size).
2. Technical-Scientific Merit-Technical quality of the study design must meet accepted standards for information collection, compilation, analysis, and reporting. Studies must have clear objectives, appropriate sampling design, correct analytical procedures, and specified progress and final reports.
3. Past Performance-Administrative Expertise-Investigators and their organizations should have demonstrated technical and administrative expertise to complete prior studies, or have co-investigators or appropriate partnerships with other organizations to meet all requirements of the study. Studies must be non-duplicative with existing projects.
4. Partnership-Capacity Building-Studies must include appropriate partners and contribute to building capacities of rural organizations, local communities, and residents to participate in fisheries resource management. Investigators must have completed appropriate consultation about their study with local villages and communities in the area where the study is to be conducted. Investigators are encouraged to include letters from communities in demonstration of their support. For the purposes of the Monitoring Program, capacity building is defined as increasing the ability of Alaska Native, rural and

non-profit organizations to participate meaningfully in federal subsistence fisheries management and research. Alaska Native, rural, and non profit organizations are appropriate partners. Below, a graphic is shown that illustrates capacity building as measured by levels of community and organization involvement in Monitoring Program projects. Given that this is the fifth year of Monitoring Program implementation, investigators should develop partnerships commensurate with step 4 as a starting point for projects to be considered eligible for funding in 2006.

Capacity Building as Measured by Levels of Community and Regional Involvement in FRMP Projects

8 Community Control	Projects are locally derived, administered and managed, full responsibility for project management is delegated to or assumed by the community and regional organization
7 Partnerships	Partnership of equals between state and federal agencies and local users; joint decision making institutionalized
6 Collaboration	Community and regional organizations are involved in policy and decision making about project objectives
5 Cooperation	Use of local knowledge and local research assistants; some research/assessment activities are contracted to local groups and regional organizations
4 Developing Partnerships	Partnerships in project development may start; common objectives sought
3 Communication	Two-way communication begins; research plans begin to include and reflect local concerns
2 Consultation	Communities and regional organizations are consulted on projects; feedback from research findings go to community
1 Informing	Communities and regional organizations are informed about projects; communication is one way



**Community
Involvement**

(Adapted from Berkes, et al. 1991. Co-Management: The Evolution of the Theory and Practice of Joint Administration of Living Resources. TASO Research Report, Second Series, No. 1. Hamilton, Ontario McMaster University, pg. 36).

Review and Selection Process

Proposals will be reviewed and evaluated by Fisheries Information Services Division staff and the Technical Review Committee. This committee is comprised of representatives from each of five Federal agencies involved with subsistence management, and the Alaska Department of Fish and Game. Their function is to provide evaluation, technical oversight, and strategic direction to the Monitoring Program. After the Technical Review Committee has reviewed proposals, investigation plans will be requested from applicants whose proposals are recommended for further consideration. Investigation plans will then be reviewed and evaluated by Fisheries Information Services Division staff and the Technical Review Committee. Based on the above criteria, recommendations will be made for each investigation plan. All investigation plans will be combined into the draft 2006 Fisheries Resource Monitoring Plan, which will be distributed for review and comment to Regional Advisory Councils, other organizations, agencies and the general public during the fall 2005. Subsequently, the Federal Subsistence Board reviews and approves the 2006 Monitoring Plan. Once the Board approves the Monitoring Plan, successful investigators will be notified in writing.

VI. Award Administration Information

Award Notice

All applicants will receive written notification of successful project investigation plans following the selection process. The signing of all parties on a cooperative agreement or contract authorizes the award. After the applicant has signed, the document must be forwarded to the U.S. Fish and Wildlife Service for signatures from the Assistant Regional Director, Office of Subsistence Management and the Agreement Specialist/Contracting Officer.

Parties selected to receive a cooperative agreement will be required to complete additional Federal forms before the award of the cooperative agreement. The forms are as follows: Standard Form 424 "Application for Federal Assistance," SF424A "Budget Information – Non Construction Programs," SF424B "Assurance – Non Construction Programs," and DI-2010 "Certifications."

After the applicant has signed, the document must be forwarded to the U.S. Fish and Wildlife Service for signatures from the Assistance Regional Director, Office of Subsistence Management and the Federal Assistance Specialist/Contracting Officer.

Awardees receiving a cooperative agreement shall comply with the governing aspects of 43 CFR 12, which integrate the applicable Uniform Administrative Requirements and Cost Principles from the Office of Management and Budget (OMB) Circulars. These may be viewed by visiting <http://www.doi.gov/pam>, scrolling down to Financial Assistance, clicking Virtual Library, and selecting from the menu links page.

Awardees receiving a contract will follow the specifically tailored Federal Acquisition Regulation (FAR) clauses and provisions attached to their contract. Upon receipt of a contract award, any clauses included by reference may be read at <http://www.arnet.gov> by clicking on the Federal Acquisition Regulation link.

Reporting

Up to six types of reports are required for Fisheries Resource Monitoring Program projects: performance, annual, final, significant developments reports, financial status reports, and sub-contract procurement reports. The features of each report type are described below.

A Performance Report is a concise status report specifying accomplishments and issues related to each project objective. Performance reports address: comparison of results to project objectives, and a summary of financial status. Performance reports should only be 1 or 2 pages in length, and must be submitted to Fisheries Information Services Division by December 1.

An Annual Report is a detailed report of project activities, data collection, and analyses for each project objective. Annual reports present methods, results, and a discussion of project accomplishments. Annual reports can be prepared and distributed in established technical report series. For multi-year projects, annual reports are to be submitted to Fisheries Information Services Division by May 1 each project year. As with the final reports, annual reports are reviewed and approved by FIS staff. Upon approval, annual reports will be placed on the web.

A Final Report is required upon completion of any Fisheries Resource Monitoring Program project. The final report will fully document methods, results and findings for each project objective, and include all relevant data tables, maps, audio-visual records, and other pertinent data. Final reports can be published in appropriate journals, professional literature, and technical report series. A draft version of the final report is due to Fisheries Information Services Division for review and comment 60 days prior to completion of the project. FIS will provide a consolidated set of review comments within 30 days. Investigators then have an additional 30 days to make revisions. In some cases more than one revision will need to occur; in such cases additional time will be allotted to allow for review and further revisions. Upon approval, final reports will be placed on the web (and annual reports removed).

Peer review of annual and final reports is strongly encouraged prior to submission of reports to FIS.

A Significant Development Report is required to document any changes occurring during the scheduled performance reporting period that have a significant impact upon the project. These reports are appropriate if adverse conditions impair the ability to meet one or more project objectives, or if favorable conditions enable completion of tasks or objectives sooner or at less cost than originally planned. Significant Development Reports should be submitted as soon as a development is known.

A Financial Status Report (Standard Form-269A) is required annually and at the completion of the project from each cooperative agreement recipient. The SF-269A may be completed on line at http://www.whitehouse.gov/omb/grants/grants_forms.html, printed off, signed, and mailed to the Federal Assistance Specialist/Contracting Officer.

Minority Business Enterprise / Women Owned Business Procurement Reports: Cooperative agreement recipients are required to take specific affirmative action to ensure that minority

and woman-owned business enterprises receive a fair share of subcontracts which result from Federal funds. The recipient of a cooperative agreement must report all sub-grant and procurement awards in excess of \$10,000 for supplies, equipment, construction, or services executed under this agreement. The cooperative agreement recipient shall submit a written report to the Federal Assistance Specialist / Contracting Officer within one month following the end of each Federal fiscal quarter during which any sub-grant or procurement contract in excess of \$10,000 is actually executed under this assistance agreement.

Successful applicants must be committed to the timely submission of all required reports. Delinquency or non-submission of any of the reports cited above which are applicable to your award may result in: non-payment of invoices, suspension of award(s), or termination. In addition, since past performance is a ranking factor for proposals and investigation plans, failure to submit reports, or delinquent submittal of reports will adversely affect funding requests to the Monitoring Program.

VII. Agency Contact

For additional information please contact Kathy Orzechowski, Fisheries Information Services Division, Office of Subsistence Management, U.S. Fish and Wildlife Service, 3601 C Street, Suite 1030, Anchorage, Alaska 99503, 907-786-3645, fax 907-786-3612, fisheries_resource_monitoring@fws.gov.

VII. Other Information

The applicant is responsible for obtaining all Federal, state and local governmental permits and approvals for projects or activities to be funded under this announcement. Project approval may be suspended if applicable permits are not in place prior to award.